

REQUEST FOR PROPOSALS:

PEDIATRIC CANCER SURVIVORSHIP RESEARCH AWARD

Intent to Submit Open: February 1, 2024

Intent to Submit Due: February 22, 2024

Request for Full Proposals: February 27, 2024

Full Proposals Due: March 29, 2024

Funds Awarded: May 1, 2024

The Children's Cancer Research Fund has made a gift to the University of Minnesota Childhood Cancer Survivor Program to support research projects (basic, translational or clinical) related to pediatric cancer survivorship. This award is intended to shape the future of cancer survivorship treatment and care. We invite applications that focus on cross-disciplinary approaches to improving the quality and quantity of life for childhood, adolescent and young adult cancer survivors. We anticipate awarding up to two (2) awards at a maximum of \$100,000 each. Project proposals recommended for funding are selected according to the guidelines below and funds are available for a defined period of time.

1. CRITERIA:

- The project should have **direct research application to pediatric cancer survivorship**. This includes basic, translational, and clinical research.
- Proposals are encouraged to include multidisciplinary collaboration between active faculty members, including Assistant, Associate, Full, or Regents Professors (any track) within the University of Minnesota.
- Inclusion of trainees or junior faculty members from backgrounds that are underrepresented in medicine is highly encouraged.
- New and innovative collaborations are encouraged; be creative in your proposals.

Application Requirements:

- Please send an email indicating your intent to submit a proposal by **Thursday, February 22, 2024** and include: a) investigators involved and affiliations; b) title of proposal; and c) broad specific aims and objectives. Letters of intent are for administrative planning; they will be reviewed to verify eligibility of the PI / study team and alignment with the aims of this mechanism. PIs will receive an email confirming approval to proceed with submission of a full proposal by **Tuesday, February 27, 2024**.

NOTE: LOI is mandatory and no submissions will be considered without an approved letter of intent.

2. FULL PROPOSAL:

The deadline for submission of full proposals is **Friday, March 29, 2024**. An electronic version of the proposal (as a single pdf) is to be submitted to: **Sarah Jutila Peterson (jutila@umn.edu)**. PIs will be notified by **May 1, 2024** if proposals are funded.

PROPOSALS:

- An outline for the proposal is provided below.
- Funds are not to be used to support faculty salaries except in rare cases (see below).
- Please limit submission to one proposal per faculty (as PI or Co-PI).
- Questions related to this RFP should be directed in writing to **Sarah Jutila Peterson (jutila@umn.edu)**.

PREPARATION OF PROPOSALS:

Proposals cannot exceed (in total) **four (4)** single-spaced pages (one-sided). **There will be no exceptions.** The page limitation includes any tables/figures. Budget and justification, as well as references, are not included in the page limits. Proposals that do not comply with these guidelines will not be considered.

- Arial size 11 font type and size must be used. One-inch margins must be used.

- Proposals should include:
 1. Cover letter including PI(s) and Co-investigators (not included in page limit) names and affiliations.
 2. Title
 3. Specific Aims
 4. Significance of the Research – Explain how these funds will help the project/program to move forward; Explain how the inter-departmental or inter-collegiate nature of the project will facilitate successful completion of the specific aims.
 5. Background
 6. Preliminary Work (if applicable)
 7. Description of Proposed Research – e.g. methods, statistical considerations such as sample size and data analyses, timetable, etc.
 8. References. Not included in page limit.
 9. Budget and Budget Justification – Use NIH style format briefly summarizing categorical costs (i.e., faculty if applicable, personnel, supplies) associated with the project; **NOTE: Budgets up to \$100,000 TOTAL (budget period may be proposed for up to two years) will be considered for research-related expenses.** Assistant Professor faculty may include up to 10% salary support (max \$10,000, not including fringe) for the project. Not included in the page limit.
 10. Current format NIH biosketches of all key personnel. Not included in the page limit.
 11. Lay Summary – A paragraph in lay language, describing the project, including the purpose of the study and how the results may potentially impact childhood cancer survivors. Not included in the page limit.

REVIEW:

- Proposals will be reviewed. Reviewers will be internal and/or external to the University. Proposals with a mean score >5 (1=highest score, 9=lowest score, using NIH format) will not be considered for funding.

3. REPORTING REQUIREMENTS:

PROGRESS REPORT: For projects greater than one year in duration, a one-year progress report must be submitted electronically to **Sarah Jutila Peterson (jutila@umn.edu)** by **June 2, 2025**. The report will consist of:

- A one (1) page update of progress including: publications in preparation, submitted or published; abstracts of data presented at meetings; short description of research progress; plans for national level grant submission, and future directions for the project. A financial report of expenditures will be obtained from the Department of Pediatrics accounting staff.
- A ½ page summary in lay language including the purpose and results to date of the study, how the results could potentially impact patients, any discoveries or patents, papers published, national presentations, plans for national level grant submission and future directions for the project.

FINAL REPORT: A final report with budget summary is due on **June 2, 2024 for one year projects** and **June 1, 2026 for two year projects**. All materials must be submitted electronically to **Sarah Jutila Peterson (jutila@umn.edu)**. The final report will consist of:

- A two page final summary including: publications in preparation, submitted or published; abstracts of data presented at meetings; summary of research progress; plans for national level grant submission, and future research directions. A financial report of expenditures will be obtained from the Department of Pediatrics accounting staff.
- A ½ page final summary of the project in lay language, including the purpose and results of the study, how the results will potentially impact patients, any discoveries or patents, papers published, national presentations, plans for national level grant submission, and future research directions.